

Learning Support Center Coordination Committee (LSC3)
Meeting Summary-Draft
November 1, 2016
3:00 pm – 4:30 pm
CSM Learning Center

Present: Sara Lawrence (Writing Center, WC); Sennai Kaffl (Associated Students, ASCSM); Lena Feinman (Math Resource Center, MRC); David Chun (CIS Lab); Melissa Green (CIS Lab); Amy Sobel (Reading/ESL Center, RESL); Ron Andrade (Learning Center, LC); Kate Motoyama (COMMLAB); Jennifer Taylor-Mendoza (Academic Support and Learning Technologies, ASLT); Lisa Clayton (MRC)

Centers not represented: Integrated Science Center, Modern Language Center

Meeting was called to order at 3:10 p.m.

Agenda was approved without revision.

Meeting Notes from October 4, 2016 were accepted without revision.

Old Business

Annual Goals for 2016-17. Two goals were identified:

1. Resource presentations from different support services to improve LSC3 services to students. Some suggestions were Disability Resource Center, VROC, EOPS, International Education Center, Learning Communities
2. Agenize discussion of students' differential printing costs and possible solutions. Some students have access to unlimited printing; some underserved students have to come up with their own funds to pay for printing of class materials.

New Business

Prioritization of Resource Requests

ASLT Division (Jenn) received two submissions for resource requests (COMMLAB and Learning Center). She observed that it's unlikely that any new centers or labs will be created; currently, there are 12 centers and labs, that are expensive to run. Jenn will take the following requests forward on behalf of ASLT:

Lena remarked that mathematics professors use the Business Computer Lab; Math needs a dedicated computer classroom, a request that has been made for the past 16 years.

Faculty Requests, none

Classified Staff Requests

Learning Center and COMMLAB, full-time IAI

On the basis of usage: COMMLAB, 3,839 unique visitors or LC + COMMLAB, 39,218 repeat visitors, and educational equity [disparate performance of COMM students require additional support and tutoring]

Student Assistant Requests

MRC needs qualified math tutors (higher level than student assistant, Level 1); have 16 tutors currently, want continuation of funds, total of \$45,000

COMMLAB, \$5,000 augmentation of current \$1,500 budget

Equipment and Furniture Requests

WC: [Sara] 22 chairs

MRC: [Lena] Retractable door cabinet (for books, calculators), \$1,698 + storage supply cabinet, \$304.99; 75 chairs, cost unknown. Graphing calculators, \$500; textbooks, \$500; manipulatives, \$200

RESL: [Amy] Major renovation of RESL into ESL Center, \$34,429.10 [Phase I: \$17,942.85; Phase II: \$16,586.25]; need quiet spaces, need spaces for speaking practice, ESL peer tutoring

Announcements - Wes Moore will give a presentation on November 15, 2016

Adjourned at 4:20 p.m.